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December 08, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 DECEMBER 8, 2009

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**DELEGATE AUTHORITY TO ACCEPT FUTURE STANDARD AGREEMENTS  
FROM THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
FOR THE CALIFORNIA IMMUNIZATION REGISTRY  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Request delegated authority to accept future Standard Agreements and amendment to the Standard Agreements from the California Department of Public Health, as well as execute amendments and new agreements for immunization registry services to support the Department of Public Health Immunization Program's California Immunization Registry (formerly known as the Los Angeles-Orange Immunization Network [LINK]).

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Delegate authority to the Director of the Department of Public Health (DPH), or his designee, to accept and execute future Standard Agreements from the California Department of Public Health (CDPH) for Fiscal Year (FY) 2010-11 through FY 2014-15, with substantially similar terms to Standard Agreement Number 09-11328 for FY 2009-10, to continue support of the California Immunization Registry (CAIR), in an anticipated amount not to exceed \$750,000 per FY, subject to review and approval by County Counsel and the Chief Executive Office (CEO) and notification to the Board.
2. Delegate authority to the Director of DPH, or his designee, to accept and execute future amendments to the Standard Agreements that provide an increase or decrease in funding up to 30 percent for each FY's base award, subject to review and approval by County Counsel and the CEO and notification to the Board.
3. Delegate authority to the Director of DPH, or his designee, to execute future amendments to Agreement Number H-700714 with Orange County Health Care Agency (OCHCA) to support DPH Immunization Program's CAIR project, for the period of July 1, 2010 through June 30, 2011, with provisions for four 12-month automatic renewals through June 30, 2015, in an amount not to exceed \$500,000 per FY, contingent upon the availability of CDPH funding for each FY, subject to review and approval by County Counsel and the CEO and notification to the Board.
4. Delegate authority to the Director of DPH, or his designee, to execute new agreements with agencies selected and mandated by CDPH to support the CAIR project, effective upon execution by both parties with provisions for automatic renewals through FY 2014-15, at a maximum obligation not to exceed \$500,000 per agreement for each FY, 100 percent offset with CDPH funds, contingent upon receipt and approval of CDPH funding, and subject to review and approval by County Counsel and the CEO and notification to the Board.
5. Delegate authority to the Director of DPH, or his designee, to execute amendments to the agreements that provide an increase or decrease of the maximum obligation up to 25 percent of existing CAIR service agreements for the period of FY 2010-11 through FY 2014-15, should CDPH mandate such changes under any amendments to the Standard Agreements, based on CDPH funding, or otherwise, subject to review and approval by County Counsel and the CEO and notification to the Board.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

These actions allow DPH delegated authority to accept future standard agreements and amendments and enter into new agreement and amendments to support the CAIR project as well as allow for the continuation of DPH Immunization Program's contract services. The CAIR project is an automated immunization system designed to monitor and track immunized children through the use of an automated registry and recall system by use of specific secure measures, and allows participating immunization providers the ability to access and retrieve client immunization history on an on-line basis for the purpose of issuing immunizations, reminders and/or recall notifications.

DPH's acceptance of future funding and amendments of the Standard Agreement from CDPH for FY 2010-11 through FY 2014-15 will enable DPH to continue as the lead agency selected by CDPH for the support of CAIR; without approval of this Board action, DPH would face a gap in services provided by its CAIR service contractor.

Future amendments accepted to the OCHCA Agreement will expedite the use of CDPH funds by which the agency will be able to enhance their scope of work by increasing their measurable objectives.

Acceptance of new agreements and amendments to those agreements under DPH's delegated authority will allow DPH to provide additional CAIR services and allow DPH to extend the term and provide changes in funding allocation through FY2015.

The CAIR system is a local collaboration between the DPH and Orange County Health Care Agency and DPH serves as the lead fiscal agent. DPH staff provides 1) contract monitoring of project activities; 2) provider training, and retention and support activities to improve participating providers' use of the Registry; and 3) collaborates with providers and health plans to increase electronic data exchange.

**Implementation of Strategic Plan Goals**

These actions support Goal 4, Health and Mental Health, of the County Strategic Plan by continuing to provide enhanced immunization service delivery, community outreach, and health education.

### **FISCAL IMPACT/FINANCING**

Approval of this action will result in acceptance of an anticipated amount not to exceed \$750,000 per FY from CDPH to support DPH's CAIR project. The anticipated program and staffing cost is \$750,000 per FY. CDPH will not cover Employee Benefits above 40 percent nor any Indirect Cost, this cost will be covered by existing net County cost (NCC). Previous FY averages for NCC has been approximately \$80,000.

New agreements/amendments will not exceed \$500,000 and will be 100 percent funded by CDPH, based on the availability of funds.

Under the agreement with OCHCA, the maximum obligation will not exceed \$500,000 for each FY, 100 percent funded by CDPH. If funding is not made available, the agreement with OCHCA allows for termination with or without cause upon giving at least 30 days advance written notice and DPH will not be obligated to make any payments.

Funding will be included in DPH's FY 2010-11 Proposed Budget and will be requested in future fiscal years, as necessary.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Since November 26, 1996, the Board has accepted immunization funds from CDPH for the automated immunization information and reminder system. Subsequently, the Board approved additional Standard Agreements from CDPH to continue funding support for CAIR.

Funding from the CDPH supports the Immunization Program's deployment of CAIR's automated immunization system and allows for the continuation of Immunization Program's contract services.

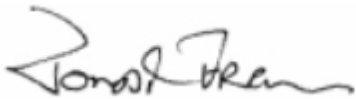
### **CONTRACTING PROCESS**

CDPH has provided funding to DPH's Immunization Program since 1996 to establish, implement, and support the CAIR project. DPH has used funding for OCHCA since October 5, 2004 to implement and continue the development of the automated system which is needed to improve service delivery to make immunizations more accessible to the resident of Los Angeles County and Orange County. Orange County is mandated by the State to provide the automated immunization system known as CAIR. Funding for Orange County comes through Los Angeles County (LAC), and LAC is mandated by the State to pass grant award funds to OCHCA. The OCHCA Agreement has undergone five amendments through August 2009, some of which include an extension of the term with automatic renewals, and an increase of the base award

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

CAIR continues to support the Los Angeles County Immunization Program's objectives to decrease the occurrence of vaccine-preventable disease by giving public and private providers access to a complete and accurate client immunization history, recommended immunization schedules, and reminder/recall functions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jonathan E. Fielding". The signature is fluid and cursive, with a large initial "J" and "F".

JONATHAN E. FIELDING, M.D., M.P.H.

Director and Health Officer

JEF:yl

c: Chief Executive Officer  
Acting County Counsel  
Executive Officer, Board of Supervisors